

1. The first step in the process is to identify the problem. This involves gathering information about the situation and the people involved.

2. The second step is to analyze the problem. This involves breaking the problem down into smaller parts and understanding the causes and effects.

3. The third step is to develop a plan. This involves deciding on the best way to solve the problem and setting goals and objectives.

4. The fourth step is to implement the plan. This involves putting the plan into action and making any necessary adjustments.

5. The fifth step is to evaluate the results. This involves checking to see if the problem has been solved and if the goals and objectives have been met.

6. The sixth step is to document the process. This involves writing down what was done and how it was done, so that it can be repeated in the future.

7. The seventh step is to share the results. This involves telling others about what was done and how it was done, so that they can learn from the experience.

8. The eighth step is to review the process. This involves looking back at what was done and how it was done, to see if there are any lessons learned.

9. The ninth step is to improve the process. This involves making any necessary changes to the process, so that it can be done better next time.

10. The tenth step is to celebrate the success. This involves acknowledging the hard work and effort that went into solving the problem.

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